

CHAPTER 4

GRITS/STAT REPORTER MENU

4.1 INTRODUCTION

GRITS/STAT includes a number of pre-formatted reports that can be displayed on the screen or printed in either portrait or landscape format on a printer. All of these reports are accessed through the *GRITS Reporter* option on the **GRITS/STAT** Main Menu. The **GRITS/STAT** Reports Menu contains the following options.

- *Get a New Facility*
- *Results Tables Rpt*
- *Facility/Data Rpt*
- *Well Data Report*
- *Parameter Data Rpt*
- *Sampling Dates Rpt*
- *Data "Scan" Report*
- *Coding Form Report*
- *Exit*

From the Reports Menu, the user can generate reports for the currently selected facility, as discussed in the following sections, or use the Get a New Facility option to select another facility.

When a report is on the screen, be sure to note the instructions on the bottom of the screen for viewing and printing the report. In most cases, **GRITS/STAT** provides the following menu of print options:

Output Menu

<i>Print Results</i>	Sends the report to the printer in either portrait or landscape format.
<i>Spreadsheet File (.PRN)</i>	Creates a delimited ASCII file that can be loaded into a Lotus 1-2-3 worksheet. This file is not a template, nor is it template compatible. It is for users who may wish to perform spreadsheet data manipulations or who wish to change or enhance the print format for inclusion in a report.
<i>Text File (.TXT)</i>	Sends the report to a text (ASCII) file.
<i>Exit</i>	

In the case of the spreadsheet and text files, you will be asked to specify a file name. If a file of that name already exists, you will be given the option of overwriting that file or specifying a new name.

All spreadsheets will have .PRN extensions. Text files will have .TXT extensions.

4.2 RESULTS TABLES REPORT

GRITS/STAT contains a variety of report formats in the *Results Table Rpts* option. These reports are generally "pick two, get one". That is, you must fix two of three variables (well, date or parameter) and retrieve ground water monitoring results across the other variable. For example, you may select one well and date, and retrieve all results for all parameters tested on that date. The Sampling Results Menu, appearing after *Results Tables Rpt* is selected, contains the following report options for printing monitoring results:

- *Well x Parameter Results*
- *Parameter x Date Results*
- *Date x Well Results*
- *CME/Paired Results*
- *Select a New Facility*
- *Exit*

Of the four reports, the first three are similar in structure and are accessed through similar menus and keystrokes. The fourth, CME/Paired Results, represents a departure from these formats.

4.2.1 Well x Parameter Results Report

This report displays the sampling results for a particular well and parameter. The report is used to track concentrations for any parameter over time for a given well. A facility must be selected before this option can be used. When you select the report, you will be asked to specify the well and the parameter for which you would like a report. You may only select one set at a time. **GRITS/STAT** will then display sampling dates and results corresponding to the specified facility, well and parameter. An example of this report is contained in Appendix C.

Once the report is on the screen, use the arrow keys to scroll through the report and press <Enter> to continue. When <Enter> is pressed, these options are presented:

- *Output Menu*
- *Repeat Well*
- *Exit*

The *Output Menu* option will present the usual Output Menu options discussed in Section 4.1. *Repeat Well* gives you the option of generating the report again for the same well, but selecting a different parameter. If you select *Repeat Well*, you will return to the parameter selection menu.

4.2.2 Parameter x Date Results Report

The *Parameter x Date Results Report* presents sampling results for a particular parameter on a specific date, but across all wells sampled. This report allows for comparison between sites (wells) for a given sampling event. A facility must be selected before this option can be used. When you select the report, you will be asked to specify a single parameter and date (sampling event) for which you would like a report. You may only select one set at a time. **GRITS/STAT** will then display sampled wells and results corresponding to the specified facility, parameter and date. An example of this report is contained in Appendix C.

Once the report is on the screen, use the arrow keys to scroll through the report and press <Enter> to continue. When <Enter> is pressed, these options are presented:

- *Output Menu*
- *Repeat Well*
- *Exit*

The *Output Menu* option will present the usual Output Menu options discussed in Section 4.1. *Repeat Date* gives you the option of generating the report again for the same well, but selecting a different parameter. If you select *Repeat Date*, you will return to the parameter selection menu.

4.2.3 Date x Well Results Report

Like the two reports described previously, the *Date x Well Results Report* asks you to select a single date and well to receive the results for all parameters tested. This report is similar to a lab report on a single sample and provides a complete picture of the results from a well on a single date. As before, a facility must be selected before this option can be used. An example of this report is contained in Appendix C.

Once the report is on the screen, use the arrow keys to scroll through the report and press <Enter> to continue. When <Enter> is pressed, these options are presented:

- *Output Menu*
- *Repeat Well*
- *Exit*

The *Output Menu* option will present the usual Output Menu options discussed in Section 4.1. *Repeat Date* gives you the option of generating the report again for the same well, but selecting a different parameter. If you select *Repeat Date*, you will return to the well selection menu.

4.2.4 CME/Paired Results Report

The CME/Paired Results report is designed to display duplicate analyses side by side on the screen. However, any two samples for the same well can be brought up for inspection. This is a useful quality assurance tool to evaluate Compliance Monitoring Evaluation (CME) results, either on a routine basis or as necessary. If you enter laboratory duplicates into **GRITS/STAT**, you will be able to check laboratory quality assurance results in a limited fashion.

When you select this report, you will be asked to select two dates (remember, duplicate samples on the same date qualify as separate dates) and a single well. The monitoring results will be displayed side-by-side. Press <Enter> to *Print Data* if you are connected to a printer or to *Exit*.

If you *Exit*, you may *Repeat the Sampling Date*. The well selection menu will reappear. AN error message will appear if the selected well was not sampled on both dates (again, duplicate analyses qualify as separate dates) and you will be prompted to select another well or exit. An example is contained in Appendix C.

4.3 FACILITY/DATA REPORT

The Facility/Data report is the most powerful report of ground water data available from **GRITS**. Selection of this report will reveal these options:

- *Choose a Single Date*
- *Report for All Dates*
- *Select a Facility*
- *Exit*

The report may be created for a single date or for all dates. (No option is provided for a group or series of dates; these must be produced separately if needed.) The single date option provides all monitoring results for the selected date in a well by parameter table. The *All Dates* option produces a separate report for every date in the database. *All Dates* estimates the length of the report (some can be quite extensive) and you are given the option to print the report or abort the printing step.

This report is especially useful for data entry quality assurance or as a hard copy archive. If you need to send monitoring data to another agency, this report will meet that need.

The Facility/Data Report can be created for all dates or for a specified single date. It contains all the data for the current facility on the specified date(s). You will be notified of the length of the report and given the chance to abort the printing process.

4.4 WELL DATA REPORT

The Well Data Report lists all the wells at the current facility along with their physical specifications (position, depth, material, etc.). Sampling results are not included. When this report is selected, **GRITS/STAT** gives you the option of viewing the current facility's well data or selecting a new facility. Once the well data is displayed on the screen, you may then decide to print it or exit. An example is contained in Appendix C. Much of these data are from well construction logs or boring logs.

4.5 PARAMETER DATA REPORT

The Parameter Data Report lists all the parameters assigned to the current facility along with the units in which concentration is measured and the chemical's detection limit. Sampling results are not included. When this report is selected, you have the choice of viewing the data for the current facility or selecting a new facility. Once the parameter data is on the screen, you can print it or exit. An example of this report is contained in Appendix C. The report is a handy tool for data entry.

4.6 SAMPLING DATES REPORT

The Sampling Dates Report simply lists all the dates on which sampling occurred at the current facility along with the sampling scheme, document reference, and comments previously provided. Upon selecting this report, **GRITS/STAT** offers you the options of viewing the data for the current facility or selecting a new facility. Once the sampling dates are on the screen, you have the option of printing the report or exiting. An example of this report is contained in Appendix C. The report is an easy reference to the monitoring data in the system.

4.7 DATA "SCAN" REPORT

This report lists the wells at a facility along the left column of the screen, and the sampling dates across the top of the screen. Marks appear in the columns and rows to indicate on which days each well was sampled. Instructions for scrolling up, down, right, and left in the report appear along the bottom of the screen. A sample Data "Scan" Report is shown in Appendix C. Its main function is to survey which wells were sampled for sites with a long monitoring history.

4.8 CODING FORM

The Coding Form Report option prints a blank data entry form as an aid for complex or disorganized data test reports. An example of this report is contained in Appendix C. Transfer to a data "template" spreadsheet from the coding form provides straightforward data entry.